



**Town of Arlington, Massachusetts**  
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## **Library Trustees Minutes 02-18-2003**

**Robbins Library Board of Trustees**  
February 18, 2003

### Call to Order

The meeting was called to order at 7:36 PM. Attending were trustees Katharine Fennelly, Barbara Muldoon, Joyce Radochia and Susan Ruderman. David Castiglioni, Patricia Deal and Frank Murphy were absent. Also attending were library director Maryellen Loud, assistant director Cynthia Diminture and Nancy Gentile, Head of Adult Services.

### Approval of Minutes

The minutes of the January 28<sup>th</sup> meeting were approved as written on a motion by Ms. Fennelly; seconded by Ms. Ruderman.

### Communications

Ms. Loud reminded the trustees about the upcoming Legislative Breakfast on Friday, March 7<sup>th</sup> at the Concord Public Library.

### Robbins Print Collection

Nancy Gentile gave the trustees a report on the status of the print collection project. The trustees had previously expressed concern about the depth of the proposed cabinetry to house the prints in the Conference Room. Ms. Gentile explained why she thought that they should reconsider. If the entire depth of the cabinets is reduced, a significantly smaller number of print boxes could be stored there. A compromise was suggested to reduce the size of just the entrance cabinet and keep the others as designed. Ms. Gentile will contact the representative from Tucker Company to provide an adjusted design and price quotation.

### FY04 Budget

Ms. Loud reported that the town's budget deficit for FY04 may be much larger than previously anticipated (\$13 million rather than \$8 million) due to an even larger than expected cut in state aid money. Discussion took place about the possibility of user fees. The trustees reviewed the suggestions which Liz Buchanan had sent to Selectman Diane Mahon and formulated responses to them. Ms. Loud will forward these to Nancy Galkowski and Ms. Mahon. Ms. Radochia will contact the head of the Finance Committee to find out if the library's liaisons will be coming to meet with the Board this year, as has been past practice.

### Fundraising and Little Brown Solicitation

Ms. Ruderman drafted a solicitation letter to Little Brown requesting money for an endowment fund. The connection is that James Brown, one of the original founders of Little Brown, was once the chief book selector for the Robbins Library. The company has recently been acquired by AOL/Time Warner.

### Spring Author Program

The trustee author program sub-committee will plan the program. It is hoped that Patricia Deal will chair the sub-committee. Ms. Fennelly and Ms. Radochia agreed to serve. The date should be a Tuesday or Thursday evening in the spring, so as not to interfere with Town Meeting.

Discussion of Policies on Exhibits/Displays and Distribution of Free Literature

The trustees re-affirmed the existing policies. They asked Ms. Loud to let them know each month what displays would be upcoming.

Policies

Ms. Loud asked the board how frequently they would like to review library policies. They would like to review policies as a whole, rather than incrementally. Ms. Fennelly suggested the formation of a policy review sub-committee and the Board decided that Ms. Loud should contact Frank Murphy regarding this.

Adjournment

The meeting was adjourned at 9:55 PM on a motion by Ms. Radochia; seconded by Ms. Fennelly. The next meeting will take place on Tuesday, March 11<sup>th</sup> at 7:30 PM.

Respectfully submitted,

Cynthia Diminture